

Telegraph Landing
Board of Directors Meeting
Tuesday, September 28, 2010

BOARD MEMBERS PRESENT: President: Kathi Barnes
 Vice President: Karen Hartquist
 Treasurer: Patricia Johnson
 Secretary: Jasper Schad
 Assistant Treasurer: William Halprin

PROPERTY MANAGER: Richard Price, CitiScape Management

1. CALL MEETING TO ORDER & ESTABLISH A QUORUM

President Kathi Barnes called the meeting to order at 7:00 PM and noted that a quorum was present.

2. APPROVAL OF MINUTES OF PREVIOUS MEETING

Karen Hartquist moved that the minutes of the August meeting be approved, Pat Johnson seconded. The motion passed 5 to 0.

3. OPENING HOMEOWNERS' INPUT

None

4. TREASURER'S REPORT

Treasurer Pat Johnson noted that utilities except water were within budget.

Pat Johnson reviewed the accounts receivable aging report and made a motion to send accounts in the overdue columns for 31, 61 and 91 days to collections in accordance with the association's policy. Pat Johnson moved that the aging report be accepted, Karen Hartquist seconded, and the motion passed 5-0.

The Finance Committee proposes that Helsing not to do the 2010 Reserve update & analysis and refund \$1250.00 the association prepaid for this service. In 2011 a full Reserve Study will have to be done. Richard Price confirmed that Helsing had been advised of this probability and had not objected. Pat Johnson moved that this be done, Karen Hartquist seconded, and the motion passed 5-0.

5. COMMITTEE REPORTS

There were no Committee Reports

6. PROPERTY MANAGER'S REPORT

- a) **Southwest Courtyard Project:** Jack hammering is on schedule and should complete by the end of 9/29. Digging out the planters is a day behind but will be on schedule by next Monday, 10/4.
- b) **Window Replacement Project:** Equipment has been moved into place on building two's roof, and work has begun. For safety reasons, the roof is not accessible to residents. Those who want to watch the Fleet Week air shows will have to use the roof on building one.
- c) CitiScape Property Manager Richard Price will be on vacation 10/28 – 11/15/2010.

7. NEW BUSINESS

- a) **Request for Funds** – Richard Price presented a bid for \$6,950.00 to replace a window in unit #604, building one, which was damaged, apparently, by an object dropped from above. Another \$500.00 will be required to remove and re-install the blinds. Karen Hartquist moved that this be done, Bill Halprin seconded, and the motion passed 5-0.
- b) **Request for Funds** – Richard Price presented three bids to move the southwest courtyard pumping station from its current position to street level facing Lombard Street. He recommended the Pribuss bid for \$7,150.00. Jasper Schad so moved, Karen Hartquist seconded, and the motion passed 5-0.
- c) **Request for Funds** – To complete city- mandated sidewalk repairs on Lombard St. He recommended the Louis M Merlo bid for \$3,180.00. He will request a thirty day extension from the city so that the work can be done after the contractor's Sidewalk Repairs mandated by the City - \$3,180.00 by Louis M. Merlow, Inc. Richard Price will request and extension of the 30 day time frame as the designated area is in the line of traffic for the construction on the southwest courtyard. Karen Hartquist so moved approval, Jasper Schad seconded, and the motion passed 5-0.
- d) **Requesting Approval** – Richard Price reviewed the Siemens's offer to renew its contract for testing the Association's fire safety system at a cost of \$4900.00. Jasper Schad moved, Karen Hartquist seconded, and the motion passed 5-0.

8. OLD BUSINESS

Rental Units: Richard Price reported that 18% of units at Telegraph Landing are

currently being rented. Anything below 40% will not negatively affect residents' ability to obtain mortgages, although 30% should be taken as a warning. Options to control the number of rentals are limited. One possibility might be to change the CC&R's to require a minimum of two years for leases. Existing renters would be grandfathered.

A resident voiced concern that such a change could be difficult to enforce, might affect property values, and would restrict ownership rights. Richard Price said that he had checked the legality of such a change. Should the Board choose to pursue that idea, it would first be vetted by the Rules Committee, and the Association's counsel. However, there are no immediate plans to institute such a rule.

9. DECISIONS BY THE BOARD BY UNANIMOUS WRITTEN CONSENT THE LAST REGULAR MEETING - None

10. ADDITIONAL HOMEOWNER INPUT

A homeowner has suggested that a gas line for a barbeque be run to the SW Courtyard during the current reconstruction of that area. There would, however, be no savings by doing it now rather than later, because the line would go through the garage and could be poked up anywhere at any time. Also it would be difficult to know the best location for a barbecue at this time.

11. NEXT BOARD OF DIRECTOR'S MEETING

The next Board of Directors meeting is scheduled for Tuesday, October 26 in the Club Room at 7:00 PM.

12. ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 7:51 PM.

Respectfully submitted by CitiScape Management:

Approved by the Board

Date approved by the Board